



OFFICE OF THE DIRECTOR OF NATIONAL INTELLIGENCE

L E A D I N G I N T E L L I G E N C E I N T E G R A T I O N

General Position Information

Job Title: Counterterrorism Assessment Officer

Position Number: 19014

Position Grade: GS-13

Salary Range: \$89,834 - \$138,868 (not applicable for detailees)

Vacancy Open Period: 06/30/2022 – 07/07/2022

Position Type: Cadre

Who May Apply: Internal ODNI Candidates

Division: DNI/NCTC

Duty Location: McLean, VA

Security Clearance: TS/SCI with CI Polygraph

Travel Required: 0-25% Travel

Relocation Expenses: For new ODNI employees, reimbursement for relocation is discretionary based on availability of funds.

Job Interview Travel: Candidates from outside the Washington, D.C., area may be selected for a telephone, teleconference, or in-person interview. If selected for an in-person interview, any travel or lodging will be at the applicant's personal expense.

Position Information

This is an opportunity for:

- An internal candidate to fill a GS-13 cadre position.

Who May Apply

- For a cadre assignment:
 - Current ODNI permanent cadre at the same grade or one grade lower than the advertised position grade may apply.

Salary Determination

- The ODNI uses a rank-in-person system in which rank is attached to the individual. A selected ODNI candidate will be assigned to the position at the employee's current GS grade and salary.



Component Mission

The National Counterterrorism Center (NCTC) leads our nation's effort to combat terrorism at home and abroad by analyzing the threat, sharing that information with our partners, and integrating all instruments of national power to ensure unity of effort. The Center serves as the primary organization in the United States Government (USG) for analyzing and integrating all intelligence possessed or acquired by the USG pertaining to terrorism and counterterrorism, and its Director serves as the Counterterrorism Mission Manager. NCTC also serves as the central and shared knowledge bank on known and suspected terrorists and international terrorist groups, as well as their goals, strategies, capabilities, and networks of contacts and support. In addition, NCTC conducts strategic operational planning for counterterrorism activities, coordinating and integrating the efforts of departments and agencies across the Federal Government.

Major Duties and Responsibilities (MDRs)

Through rigorous, objective, and data-driven analysis, the National Counterterrorism Center's assessment officers provide critical insights into the performance and progress of our nation's CT enterprise against operational and strategic objectives. Their products and services provide decision advantage to senior leadership in the intelligence, operational, and policy communities, enabling key resource and policy decisions via cost-benefit analysis, gap and impediment identification, and recommendations for action.

DSOP's team is seeking a highly motivated officer with experience in program evaluation, performance and effectiveness measurement, and/or data visualization, as well as an understanding of IC and whole-of-government resource and policy processes and familiarity with the CT mission. The ideal candidate will have a strong professional network across the interagency, and be eager to lead evaluation and assessment projects that result in enduring, community-wide impact.

Additionally, the incumbent will be expected to:

Integrate and develop planning efforts for area of responsibility in coordination and collaboration with other U.S. Government agencies.

Conduct analysis and evaluation of interagency (i.e., whole-of-government) and National Intelligence Program (NIP) capabilities to document efficiency, effectiveness, and progress toward operational and strategic objectives.

Conduct initiatives to maintain a comprehensive awareness of analytical and statistical methods; conduct independent evaluative studies of cross-cutting IC issues and techniques to assess program effectiveness.

Present findings, conclusions, options, and recommendations to senior management.

Produce assessment papers or other analytic products applying methodologies and subject matter expertise to support senior leadership in making informed programmatic decisions, and brief findings and recommendations to senior decision makers.

Initiate, cultivate, and maintain productive working relationships with peers and senior leaders across the IC and interagency in order to coordinate assessment activities, obtain relevant data, and strengthen and validate findings.

Research and identify key intelligence or other relevant program and budget issues, evaluate program alternatives, and provide structured recommendations in accordance with organizational policies, procedures, and viewpoints.



Mandatory and Educational Requirements

Thorough knowledge and experience with planning processes, critical analysis, consensus building, as well as the application and integration of all instruments of national power in protecting the U.S. and its interests abroad.

Thorough knowledge of strategic planning and performance management, including the methods used to evaluate organizational performance against strategic objectives and ability to advise the organizations on the application of evaluation methods.

Thorough knowledge of ODNI's processes, programs, and policies as they relate to program evaluation.

Ability to apply analytic, quantitative, and qualitative techniques to analyze, evaluate, and recommend appropriate alternatives to complex issues.

Experience examining program/project successes and failures and making recommendations to improve products and services; ability to deal with service failures and prioritize customer needs.

Oral and written communication skills, including ability to produce clear, logical, and concise products.

Organizational and interpersonal skills, and ability to negotiate.

Ability to develop consensus recommendations and to solicit input from colleagues and peers; ability to remain open-minded and change opinions on the basis of new information and requirements.

Ability to work effectively with senior leadership to build consensus on contentious issues and to foster a collaborative work environment across the ODNI, IC, and mission partners.

Ability to balance responsibilities among program/project activities; ability to manage transitions effectively from task to task, adapting to varying customer needs.

Ability to advise the effective management of complex projects; ability to manage and mitigate risks, assess customer requirements, identify dependencies, and develop responsive project plans; ability to estimate costs and other resources using quantitative analysis to project requirements.

Desired Requirements

Previous government experience in either intelligence, foreign policy, defense, or development

Bachelor's degree or equivalent experience as determined by mission specialty area.

Key Requirements and How to Apply

Internal ODNI Candidates:

A complete application package must include:

- a. **RESUME:** Applicants are encouraged to carefully review the vacancy announcement, particularly the MDRs, and construct their resume to highlight their most significant experience and qualifications relevant to this job opportunity.



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- b. **PERFORMANCE EVALUATIONS:** Applicants are required to provide their two most recent performance evaluations. A justification is required in the cover letter if the applicant is unable to provide the two most recent evaluations.
- c. **POSITION NUMBER:** Reference the position number in the subject line of the email and on each document submitted.
- d. **COVER LETTER:** Applicants must submit a cover letter as a supplement to the resume to elaborate on their qualifications and previous work performed.

WHERE TO SUBMIT: *Internal ODNI Cadre Candidates must submit an application through the classified [JobsDNI website](#).* For current employees who do not currently have access to internal systems, applications should be sent to either DNI-COO-HRM-Vacancies-Mailbox@cia.ic.gov (classified email system) or HRM-HR-OPS-VACANCY-TEAM@dni.gov (unclassified email system). Applicants experiencing technical issues may submit their application via email to either email system.

Applications submitted through the classified email system should NOT contain classified information above the TS//SI//TK//NOFORN level.

All Applicants:

APPLICATION PACKAGES MUST CONTAIN ALL ITEMS LISTED ABOVE. AN INCOMPLETE APPLICATION PACKAGE WILL BE INELIGIBLE FOR CONSIDERATION.

Your application **MUST** be received by midnight on the closing date of this announcement. Applications received after the closing date will **NOT** be eligible for consideration.

To verify receipt of your application package **ONLY**, you may call 703-275-3888

What to Expect Next

The most highly qualified candidates will be referred to the hiring manager for further consideration and possible interview. We expect to make a selection within 30 days of the closing date of this announcement. Due to the large number of applications received, applicants will be contacted **ONLY** if they have been selected for an interview.

Agency Contact Information

ODNI Recruitment; Phone: 703-275-3888; Email: HRM-HR-OPS-VACANCY-TEAM@dni.gov.

Other Information

The ODNI is an equal opportunity employer and abides by applicable employment laws and regulations.

COVID-19 Vaccination Requirement: To ensure compliance with an applicable nationwide preliminary injunction, which may be supplemented, modified, or vacated, depending on the course of ongoing litigation, the federal government will take no action to implement or enforce the COVID-19 vaccination requirement pursuant to Executive Order 14043 on Requiring Coronavirus Disease 2019 Vaccination for federal employees. Therefore, to the extent a federal job



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announcement includes the requirement that applicants must be fully vaccinated against COVID-19 pursuant to Executive Order 14043, that requirement does not currently apply.

Federal agencies may request information regarding the vaccination status of selected applicants for the purposes of implementing other workplace safety protocols, such as protocols related to masking, physical distancing, testing, travel, and quarantine.

REASONABLE ACCOMMODATIONS FOR PERSONS WITH DISABILITIES: The ODNI provides reasonable accommodations to otherwise qualified applicants with disabilities. IF YOU NEED A REASONABLE ACCOMMODATION for any part of the application and hiring process, please notify the Reasonable Accommodation Office Representative by classified email at DNI_Reasonable_Accommodation_WMA@cia.ic.gov by unclassified email at DNI_DRA@dni.gov, by telephone at 703-275-3900 or by FAX at 703-275-1277 . Your request for reasonable accommodation will be addressed on a case-by-case basis.

THIS EMAIL IS FOR REASONABLE ACCOMMODATION REQUESTS ONLY. PLEASE SUBMIT YOUR APPLICATION VIA THE EMAIL ADDRESS PROVIDED IN THE 'HOW TO APPLY' SECTION ABOVE.